

TOM SCHEDLER
SECRETARY OF STATE

STATE OF LOUISIANA
SECRETARY OF STATE



Notary Division
(225) 922-0507

Fax Numbers
(225) 932-5359 Notary

**TRANSMITTAL INFORMATION
For All Notary Filings**

Please indicate below payment and contact information

☐ Check or Money Order Enclosed

☐ Credit Card Number: _____

Expiration Date: _____

Name of person filing document

Address

City

State


Zip Code

Daytime phone number

Fax number

Email address

Mailing Address: P. O. Box 94125, Baton Rouge, LA * 70804-9125
Office Location: 8585 Archives Ave., Baton Rouge, LA * 70809
Web Site Address: www.sos.la.gov

<p>Tom Schedler Secretary of State</p> 	<p align="center">Application for Non Resident Ex officio Status La. R. S. 35:412</p>			
	<p>Return to: Notary Division P.O. Box 94125 Baton Rouge, LA 70804 Physical Address 8585 Archives Avenue Baton Rouge, LA 70809 Phone: (225) 922-0507 Web site: www.sos.louisiana.gov</p>			
<p align="center">Applicant must apply separately for each parish in which he maintains an office.</p>				
<p align="center">Name</p>				
<p align="center">Parish of Office</p>				
<p align="center">Residence Address</p>	Street	City	State	Zip
<p align="center">Office Address</p>	Street	City	State	Zip
<p align="center">Office Telephone #</p>				
<p align="center">Name of Firm</p>				

I hereby certify that the information provided in this application is true and correct. I understand that my ex officio notary status allows me to exercise the powers and functions of a notary public only in the parish in which I am applying and maintain an office open to the public for the practice of law.

Date

Signature of Applicant

Please attach the following to this application:

1. Original Oath of Office (properly executed)
2. Original Letter of Good Standing from the Supreme Court
3. Original Notary Bond (\$10,000 signed by the parish clerk of court) or Original Error & Omission Policy (\$10,000)
4. Official Signature Page

Return all completed paperwork to the Notary Division at the above mentioned address.